 Good Life. Great Mission. DEPT OF CORRECTIONAL SERVICES	POLICY USE OF TOBACCO PRODUCTS BY TEAM MEMBERS, INMATES & VISITORS		
	REVISION DATE July 31, 2020	NUMBER 111.05	PAGE 1 of 3
	STATEMENT OF AVAILABILITY *This Policy is to be made available in law libraries or other inmate resource centers.		

EFFECTIVE: August 8, 1987
 REVISED: September 30, 2010
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SUMMARY of REVISION/REVIEW

Changed Employee to Team Member in Title. GENERAL – Language updated.

APPROVED:



Scott R. Frakes, Director
 Nebraska Department of Correctional Services

	POLICY		
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PURPOSE

This Policy establishes regulations regarding tobacco, tobacco-related products, or tobacco substitutes in the workplace, and in vehicles under the authority of the Nebraska Department of Correctional Services (NDCS).

GENERAL

NDCS strives to provide a healthy environment for team members, visitors, and the inmate population by prohibiting and/or significantly limiting the use of tobacco products.


DEFINITIONS

- I. **TOBACCO PRODUCTS** - Includes cigarettes, e-cigarettes, pipes, pipe tobacco, tobacco substitutes, chewing tobacco, cigars, matches, cigarette lighters, smoking paraphernalia, and all other items developed or processed for the primary purpose of facilitating the use or possession of tobacco or tobacco-related products. These materials are considered contraband.
- II. **TOBACCO SUBSTITUTES** - Any product that can be construed as tobacco (i.e., mint chew, herbal chew, leaf-based substance). These materials are considered contraband.
- III. **WORKPLACE** - Includes, but is not limited to, NDCS owned or leased facilities and NDCS controlled property, and Work Ethic Camp (WEC) work detail crew worksites.

PROCEDURES

I. PRACTICES

- A. Inmates assigned to the Community Corrections Center – Omaha (CCC-O) and the Community Corrections Center – Lincoln (CCC-L) are permitted to use and possess one carton of commercially manufactured cigarettes or cigars and one Bic style lighter. Visitors to the community centers may possess one pack of commercially manufactured cigarettes or cigars and one Bic style lighter for personal use. All other tobacco products and tobacco-related products are prohibited.
- B. All staff are prohibited from using or possessing tobacco, tobacco-related products, or tobacco substitutes in the workplace or in state vehicles unless authorized to either handle as part of their job or have a smoking cessation product validated by a doctor's note.
- C. Facilities/Programs must properly post notices instructing no tobacco use or possession is permitted at their worksite.
- D. Any tobacco, tobacco-related products, or tobacco substitutes must be left and secured in personal vehicles.
- E. Each institution/program should have materials available to aid staff and inmates in their smoking cessation efforts.
- F. All visitors must leave all tobacco, tobacco-related products, or tobacco substitutes in their personal vehicles when visiting a NDCS facility. For CCC-O and CCC-L Visitors, see Procedure I.A.

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G. For religious ceremonies involving the use of tobacco, refer to Policy 208.01, *Religious Services*.

II. ENFORCEMENT

A. Any inmate violating this Policy is subject to discipline under Title 68, Chapter 5 - Code of Offenses.

B. Visitors who violate this Policy will be directed to leave NDCS property.

REFERENCES

I. STATUTORY REFERENCE

A. Title 68 Chapter 5 - Code of Offenses

II. NDCS POLICIES

A. Policy 208.01, *Religious Services*

III. ATTACHMENTS – None noted

IV. AMERICAN CORRECTIONAL ASSOCIATION (ACA) – None noted